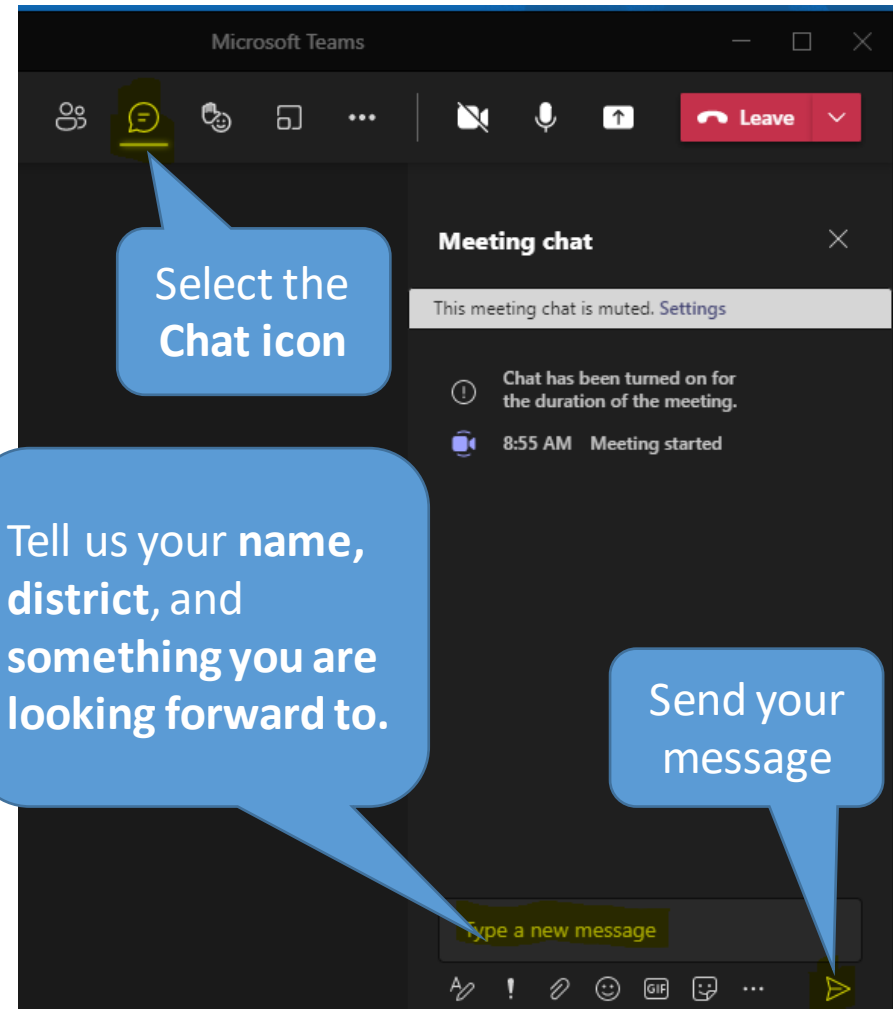


2023–2024 ACCESS for ELLs Training

Welcome!

Introduce Yourself

- From the top of the navigation select the **Chat** icon
- In the **Type a new message** section please share
 - Your name
 - District & Role
 - Something you are looking forward to this fall
- Select the **paper airplane** icon in the bottom right corner of the window to send





COLORADO

Department of Education

ACCESS for ELLs, Kindergarten ACCESS, Alternate ACCESS

Training for 2023–2024

September 2023

This training is to support District Assessment Coordinators prepare their district for the annual administration of the WIDA ACCESS suite of assessments including ACCESS for ELLs 1–12 (online & paper), Kindergarten ACCESS for ELLs, and Alternate ACCESS.

Agenda

District level logistics for the ACCESS assessments

- About ACCESS
- Testing Requirements
- Dates
- What's New
- Resource Documents
WIDA and DRC
- Resource Documents
Colorado
- Accommodations
- Test Materials
- Break
- Test Environment
- WIDA Resources for
Students and Educators
- Contacts
- Questions

WIDA, DRC, and the ACCESS Assessments



Standards Based Assessment



- In Colorado, the standards based English language proficiency assessments are:
 - ACCESS for ELLs
 - Kindergarten ACCESS
 - Alternate ACCESS
- The ACCESS assessments are standards based
 - Developed by WIDA, CAL (Center for Applied Linguistics), and WIDA members
 - The assessments are criterion-based
- Colorado adopted the [WIDA standards](#) as the Colorado English Language Proficiency (CELP) Standards





Test Forms



- **ACCESS Online 1-12**
 - By default of test design, the Writing domain for grades 1-3 is via paper test booklet
- **ACCESS Paper 1-12 (IEP/504 required)**
 - Speaking and Listening are delivered through a CD
 - Speaking is scored locally
- **Kindergarten ACCESS**
 - Paper
 - Administered 1-1
 - Scored locally
- **Alternate ACCESS (K-12)**
 - Paper
 - Administered 1-1
 - Scored locally

- WIDA is part of the University of Wisconsin–Madison and is housed in the [Wisconsin Center for Education Research](#) (WCER), one of the first, largest, and most productive education research centers in the world.
- Research-based system of language standards, assessments, professional learning and educator assistance.
- WIDA members consist of 41 domestic states and territories and approximately 500 international schools throughout the world





Data Recognition Corporation (DRC)

- DRC is a long-standing WIDA partner responsible for the administration, scoring, and reporting for the ACCESS, Alternate ACCESS, and online WIDA Screener assessments
- DRC offers assessments for pre–K, K–12, and adult education markets, across the U.S. and internationally.
- WIDA and DRC administer the ACCESS assessments to 2.5 million students each year.



Testing Requirements



Testing requirements



- All Multilingual Learners (NEP and LEP), including students with disabilities, must participate in the state English language proficiency assessment system (WIDA ACCESS).
- An English language proficiency assessment is required by federal and state law and is guaranteed to students under Civil Rights law of 1964 and The Office for Civil Rights Memorandum of 1970.
- Federal Law
 - Title IA
 - 20 U.S.C. 6301 §1111(b)(2)(C)(v)(II)(dd)
 - 20 U.S.C. 6301 §1111(b)(3)(C)(ix)(III) & (x)
 - 20 U.S.C. 6301 §1111(b)(6) & (7)
 - Title IIIA
- State Law
 - Colorado Senate Bill 109 – C.R.S. 22-24-106 ELP Assessment
 - Colorado House Bill 14-1298 – C.R.S. 22-24-101 English Language Proficiency Act (ELPA)





Testing students who are NEP or LEP and have an IEP or 504 Plan

- The educational team (ML and IEP or 504 as applicable), which must include the family, determines whether the student will take ACCESS for ELLs or Kindergarten ACCESS with or without accommodations or, for a student with the most significant cognitive disability, meets the participation requirements for the alternate assessment.
- According to federal requirements, there must be evidence of alignment between a student's educational plan, instruction, and the accommodations provided on any of the state assessments, as well as any determinations for students to participate in Alternate ACCESS.



ACCESS participation options



- Three participation options exist:
 - 1) The student participates in ACCESS for ELLs or Kindergarten ACCESS without an accommodation.
 - 2) The student participates in ACCESS for ELLs or Kindergarten ACCESS with accommodation(s)*.
 - 3) The student participates in Alternate ACCESS only for students with the most significant cognitive disabilities.
- Note: It is not appropriate or ethical to give the Alternate ACCESS to students who do not qualify to take the assessment.

*Accommodations are practices and procedures that provide equitable access during instruction and assessment for students who have a documented need. To use accommodations on ACCESS for ELLs accommodations must be determined by the student's educational team and documented in the student's IEP or 504.

Dates

ACCESS - Test Window: 01/08/24 – 02/09/24

State established dates (slide 1 of 2)

CDE training: September 2023

Initial Materials order window: Present – 11/01/23

- Paper materials as documented in IEP/504 Plans
- Order placed to CDE through Syncplicity

ACCESS Office Hours: Wednesdays 10/25/23 – 02/07/24

(Cancelled on 11/22, and 12/27)

- DACs request calendar invite through security agreement form

Student Data Pull for WIDA AMS: 11/03/23

- **Online, K and Alternate materials are based on this information**
- No action required

CDE sends Verification of District Training form: 11/01/23

- Sent via DocuSign
- Form is due 01/10/24

WIDA AMS opens: 11/29/23

UAR (scribe) submission: 12/01/23

ACCESS

State established dates (slide 2 of 2)

Materials arrive: 12/14/23

Additional Materials order window: 12/18/23* – 02/02/24 (Through CDE)

- Handwriting response booklets

Test Window: 01/08/24 – 02/09/24

- Enrollment testing cutoff: 02/02/24

Return materials: 02/14/24

Results ACCESS for ELLs & Kindergarten ACCESS:

- 04/29/24** (downloadable reports)
- 05/09/24** (printed reports)

Results Alternate ACCESS:

- 09/12/24** (downloadable reports)
- 10/02/24 ** (downloadable reports)

*When placing an additional materials order be sure the district will be open to receive and securely store materials

**Tentative

ACCESS

District established dates



- District/Site level trainings
- Local testing schedule
- Submitting the verification of district training form to CDE
 - Submit by 01/10/24
- Distribution of results
 - ISRs are to be shared with parents/guardians as soon as practicable. Please keep in mind, the reports are confidential and distribution of both electronic and/or hard copy reports must be in accordance with state and federal privacy laws, and local school board policy.

What's
NEW?



- Kindergarten Alternate
- ACCESS Online, Paper & Alternate assessment training courses
 - Quiz completion window –
 - October 1, 2023 – January 8, 2024



- WIDA AMS layout and terminology

Legacy Term	New Term
Test Session(s)	Registration(s)
Administration	Registration Window
Multiple Student Upload	Student Import
Screeners Data Export	Screeners Export
On-Demand Reports	Batch Download
Test Results	Published Reports



- Paper 1–12 is only available through IEP/504 documentation
- Paper materials are order through a file upload to Syncplicity
- Submit Test Administrator information for all paper 1–12 tests



- Transfer Requests are submitted through WIDA AMS
- Invalidation code requests are through CDE
- Reason Not Tested Codes entered into WIDA AMS
- Verification of District Training & Post Test Compliance forms are through DocuSign



Assessment monitoring (not new, but returning)

Might look like-

- Virtual pre-testing
- In-person pre-testing
- During testing site visit
- Virtual post-testing
- In-person post-testing

Reminders

- Only district/school email addresses in:
 - [WIDA AMS](#) (DRC Insight)
 - [WIDA Secure Portal](#)
- WIDA ACCESS Office Hours:
 - October 25 – February 7
(Cancelled on 11/22 and 12/27)
 - DACs request calendar invite through security agreement form

Resource Documents

WIDA/DRC

WIDA/DRC

- [District and School Coordinator Manual](#)
- [Test Administrator Manual](#)
- [Test Administrator Essentials](#)
- [WIDA AMS User Guide](#)
- [Accessibility and Accommodations Manual](#)

WIDA Role Specific Manuals

[District and School Manual \(DSM\)](#)

- For Test Coordinators



District and School
**Test Coordinator
Manual**
2023-2024

ACCESS for ELLs

Kindergarten ACCESS for ELLs · ACCESS for ELLs Paper · ACCESS for ELLs Online · WIDA Alternate ACCESS

[Test Administrator Manual \(TAM\)](#)

- For Test Administrators



**Test Administrator
Manual**
2023-2024

ACCESS for ELLs

Kindergarten ACCESS for ELLs · ACCESS for ELLs Paper · ACCESS for ELLs Online · WIDA Alternate ACCESS





2023-2024
**Test Administrator
Essentials**
ACCESS for ELLs

- Critical details for educators about test administration
- WIDA-recommended practices and procedures

SEE THE TEST ADMINISTRATOR MANUAL FOR FULL GUIDANCE





2023–2024 WIDA Assessment Management System (WIDA AMS)

User Guide

Data Recognition Corporation (DRC)
13490 Bass Lake Road
Maple Grove, MN 55311

Direct: 1-855-787-9615
Website: <https://www.wida-ams.us>
Revision Date: June 30, 2023



WIDA Assessment Management System (WIDA AMS)

Designated staff:

- Access user guides or software downloads
- Add students
- Designate accommodations
- Create test sessions
- Print test tickets
- View/print reports
- Access the Student Status Dashboard
- Submit Transfer Requests
- Enter Reason Not Tested codes

Resource Documents

CDE



CDE Assessment Division

- [Colorado WIDA ACCESS Training Information](#)
- [Colorado Accommodations Training](#)

- **CDE Office of Culturally and Linguistically Diverse Education**
 - [Identification](#)
 - [Language Proficiency Coding](#)
 - [Redesignation](#)

Colorado Checklist



COLORADO ACCESS for ELLs Online Checklist 2023-2024



This state checklist is a guide for personnel involved in administering ACCESS for ELLs Online, and includes unique steps related to Kindergarten and Alternate ACCESS assessments. The checklist highlights all tasks that need to be completed **before**, **during**, and **after** testing within a school or district and uses color to indicate who typically completes those tasks in your state. This checklist has been customized for your state. The state-specific clarification column contains guidance that your state education agency expects you to follow as you prepare for and administer the test.

State-specific information

State-specific information	
Test delivery mode	[Online Paper testing available for IEP/504 accommodations]
Testing Window	[January 8, 2024 – February 9, 2024]



Colorado Assessment Resources

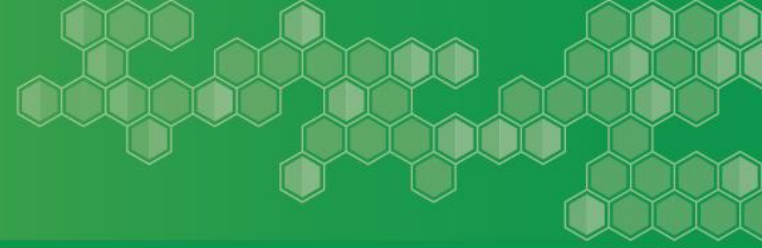
ACCESS for ELLs

ACCESS for ELLs 1-12
Kindergarten ACCESS
Alternate ACCESS

Colorado Assessment Resources

2023-2024

Security & Training Requirements

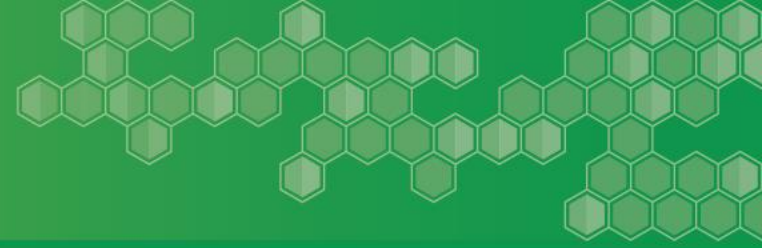


ACCESS Assessments are secure tests

Colorado Security Agreement



Intellectual Property



All WIDA assessments and related materials are the copyright of the Board of Regents of the University of Wisconsin System. Should an egregious security incident occur compromising WIDA's intellectual property remedies for violations will be governed by Wisconsin State Statutes.





Actions to maintain security

Use a chain of custody form

Do not leave materials unattended (includes test tickets, used scratch paper, etc.)

Keep testing materials in a secure area when not in use

Prepare a quiet secure testing environment

Actively proctor

Do not view, discuss, or reveal the contents of the test or student responses

Do not duplicate any portion of the test materials

Do not retain or discard WIDA ACCESS published materials

Kindergarten, Paper, Online 1–3, and Alternate Scripts are secure and must be returned

Account for all secure test materials at the end of the testing window



Creation of an exhaustive list of actions to maintain the security of the assessment is not realistic. Always refer to the general guidelines and expectations of assessment security for assessments in Colorado (and set forth by WIDA) when making decisions on best practices with assessment administration and materials.



Who can administer WIDA ACCESS

- TAs must be employed by the school or district.
- Preferably, TAs will be:
 - licensed teachers, licensed administrators, instructional support para-professionals, substitute teachers who hold a teaching certificate, school psychologists, school social workers, school librarians, school counselors, or speech pathologists
- School/district employees may administer assessments at the grade levels of their own children, but they may not administer the test to their own children or relatives, nor be in the testing environment during testing.
- For Kindergarten ACCESS or Alternate ACCESS, the TA needs to be able to model clear standard pronunciation of the English phonemes that may impact student responses.
- TAs administering the Alternate ACCESS must hold a State of Colorado educator license.



Training requirements



- Test Administrators must:
 - Be trained annually
 - Complete the requirements of the district/school annual WIDA ACCESS training
 - Participate in WIDA's online training modules
 - Independently pass the quiz(zes) that correspond(s) to the assessment being administered
 - October 1, 2023 – January 8, 2024
 - Read instructions in the TAM and familiarize themselves with test administration procedures prior to administering the test
 - Be trained on specific accommodations if administering assessments in which students are provided accommodations
 - Submit to their SAC a signed Security Agreement
- Notes
 - DACs submit Paper Test administrator names with materials order
 - Student teachers may not serve as Test Administrators who are in charge of administering WIDA ACCESS. They may serve as proctors who assist the Test Administrators.



Quizzes

Quizzes in the WIDA secure portal are available after completing the modules.

DACs submit Paper Test administrator names with materials order.



- Assessment Training
- Professional Learning
- Webinars
- Resources
- My Certifications

Assessment Training

My Certifications

10 records per page

< 1 2 >

Filter By

Enrollment	^
Enrolled	<input type="checkbox"/>
Not Enrolled	<input type="checkbox"/>
Test	^
ACCESS Online	<input type="checkbox"/>
ACCESS Paper	<input type="checkbox"/>
Alternate ACCESS	<input type="checkbox"/>
Kindergarten ACCESS	<input type="checkbox"/>
Screener for Kindergarten	<input type="checkbox"/>
Screener Online	<input type="checkbox"/>
Screener Paper	<input type="checkbox"/>

Apply Filters

Clear Filters



Alternate ACCESS: Administration and Scoring

The purpose of this course is to help test administrators successfully prepare for and administer the WIDA Alternate ACCESS assessment.

[Course Details](#) [Course Resources](#)



Kindergarten ACCESS for ELLs: Administration and Scoring

The purpose of this course is to help test administrators successfully prepare for and administer the Kindergarten ACCESS for ELLs assessment.

[Course Details](#) [Course Resources](#)



Online ACCESS for ELLs: Administration

The purpose of this course is to help test administrators and coordinators successfully prepare for and administer the ACCESS for ELLs Online assessment.

[Course Details](#) [Course Resources](#) [Go to Course](#)



Paper ACCESS for ELLs: Administration

The purpose of this course is to help test administrators and coordinators successfully prepare for and administer the ACCESS for ELLs Paper assessment.

[Course Details](#) [Course Resources](#)

Verification of District Training

Completed through DocuSign

- Sent via email through DocuSign on 11/01/23
- Due 01/10/24



Verification of District Training 2023-2024

ACCESS Suite of Assessments

This form must be COMPLETED THROUGH DOCUSIGN by the District Assessment Coordinator, signed by the District Superintendent, and submitted to the CDE Assessment Division THROUGH DOCUSIGN as documentation that **all** district personnel who come in contact with/have access to secure assessment materials before, during, and after the 2023-2024 ACCESS for ELLs administration were trained.

Trainings must be comprehensive and interactive, and must include:

- District Determined Policies and Procedures
- Test Security
- Standardized Environment
- Test Administration
- Providing Student Testing Accommodations (as necessary)
- Test Administrator Role vs. Teacher Role
- An opportunity for questions/answers

This form certifies that within [District Name] _____, the District Assessment Coordinator (DAC) and **all** School Assessment Coordinators (SACs), Test Administrators, and other appropriate school and district personnel (e.g., District Technology Coordinator, Sensitive Data personnel) have been trained in **all** aspects of the administration of the state assessments, including handling of materials, security, and ethical administration practices.

On the lines below, specify the dates that trainings were completed for all Assessment Coordinators, Test Administrators, and Technology Coordinators in your district for the 2023-2024 ACCESS assessments.

DAC training – Indicate which ACCESS training was attended:

Live Date: _____ Recording Date: _____

SAC training completion date(s): _____

Accommodations IEP or 504 plan



Accommodations



- Monitor accommodation assignment so that only students with an IEP or 504 are provided accommodations on an English language proficiency assessment
- Paper 1–12 requires an IEP or 504



Accessibility and Accommodations



- [Colorado Accommodations Crosswalk](#)
- [CDE Accommodations Training webpage](#)
- [WIDA Accessibility and Accommodations Manual](#)

Accommodations Training

State Assessment Accommodations

- PPT
- Recording

Resources

- [Accommodations Crosswalk](#)
- CMAS and CoAlt Procedures Manual, Section 6.0: Administrative Considerations, Accessibility Features, and Accommodations

Speech-to-Text (STT)

- [STT and Word Prediction Security Agreement Supplement](#)
- [District Use of STT and Word Prediction Checklist](#)

Unique Accommodation Request (UAR) Documents

- [ELA Policy Q&A](#)
- UARs 2024
 - ACCESS
 - Scribe for Writing Domain
 - [Guidance](#)
 - [Form*](#)
 - CMAS
 - Scribe for Constructed Response (ELA/CSLA)
 - [Guidance](#)
 - [Form*](#)
 - Calculation Device on Non-Calculator Sections (Math)
 - [Guidance](#)
 - [Form*](#)
 - [District-approved Math Charts and Counters Guidance Document and Form \(Math\)](#)

*Do not email completed UAR forms, supporting data, and spreadsheets to CDE. DACs send UAR files to CDE through Syncplicity. Notify sachdeva_a@cde.state.co.us when all of the district's UAR files are posted for review.

Contact Arti Sachdeva with questions about state assessment accommodations.

His
CM
Art
CoA
CoA
Ma
Col
Col
Dis
Eng
Tra
Col
Cor
Ab
Cor
Ot
Lo
201
Ro
Der
Fax



Accommodations Frequently Asked Questions



Manual Control of item audio

- When Manual Control of item audio is indicated in WIDA AMS it activates for all domains
 - The Colorado crosswalk indicates that it is an accommodation for Listening

In-person human reader (w/repeat if indicated by the IEP)

- In Colorado, this accommodation is only allowed for paper testing. This accommodation requires a script that is ordered through DRC Customer Service.
- This accommodation is appropriate when a student cannot access a audio from a computer or CD requires that the student looks at a speaker's face/lips.



Online accommodations



- Accommodations that must be pre-assigned via WIDA AMS
 - Manual Control of Item Audio
 - Repeat Item Audio
 - Extended Speaking Response Time
- Do not broadly assign extended speaking time to all IEP/504 students who have extended time – be intentional about assigning this accommodation to students who need extended time specifically for speech issues.



Accommodations Unique Accommodation Request (UAR)

- Only one Unique Accommodation applies to ACCESS for ELLs.
 - Scribe (which includes Speech-to-Text) for the Writing Domain
 - UAR for ACCESS is due December 1st
- ACCESS for ELLs
 - Scribe for Writing Domain
 - [Guidance](#)
 - [Form](#)*

*Do not email completed UAR forms, supporting data, and spreadsheets to CDE. DACs send UAR files to CDE through Syncplicity. Notify sachdeva_a@cde.state.co.us when all ACCESS UAR files are posted for review.

Checking accommodation assignment

- Check accommodations assignment, use the Student Export feature in WIDA AMS.
- Exporting Student Records instructions begin on p. 65, of the [WIDA AMS User Guide](#).

Student Export/ Transfers/Validation

Exporting Student Records

This topic describes the process of exporting student records from WIDA AMS.

1. To access the Student Export application, from the My Applications menu bar select **Student Export/Transfers/Validation**.
2. Select the **Student Exports** tab.
3. Use the Site Selection page to search for the site you want to export (you must have access to the site). Select a state from the Select a State drop-down menu.
4. Click **Select a Site ...** to display the Site Search page.



Student Exports

Site Selection

Select a State

TX

Select a Site ...

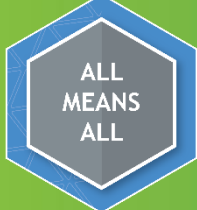
5. Type an entry to search by site name or code. Type in any part of the site name or code, and select the appropriate match.



Site Search

Sample

Name	Code	Parent Name	Parent Code	Select
Drc Use Only - Eis Sample School	99998	Drc Use Only - Sample District Mo	MO99999	Select
Drc Use Only - Eis Sample School	99998	Drc Use Only - Sample District Tn	TN99999	Select
Drc Use Only - Eis Sample	99998	Drc Use Only - Sample	UT99999	Select



Paper accommodated form (grades 1–12) Large Print

Grades 4–5

Tier A



ACCESS for ELLs®

Listening, Reading, and Writing
Form 503 Test Booklet

DIRECTIONS

RESPONSES MUST BE TRANSFERRED
TO A STANDARD SIZE STUDENT TEST BOOKLET

- 1) Fill in all of the information on the front cover of this booklet.
 - a) Security barcode refers to the code printed under the barcode on the lower left front cover of the standard size student test booklet used for transcription (e.g., 5960040000000).
- 2) Fill out all demographic information on the standard size student test booklet.
- 3) Return with the rest of the scorable materials. This test may be folded and returned in a standard size box.

State _____

District Name _____

School Name _____

Student Name _____

Security Barcode _____

Transcribed by _____

Phone Number _____

K

Grade Kindergarten



ACCESS for ELLs®

Listening, Speaking, Writing, and Reading
Form 503 Student Response Booklet

DIRECTIONS

RESPONSES MUST BE TRANSFERRED
TO A STANDARD SIZE STUDENT TEST BOOKLET

- 1) Fill in all of the information on the front cover of this booklet.
 - a) Security barcode refers to the code printed under the barcode on the lower left front cover of the standard size student test booklet used for transcription (e.g., 5960040000000).
- 2) Fill out all demographic information on the standard size student test booklet.
- 3) Return with the rest of the scorable materials. This test may be folded and returned in a standard size box.

State _____

District Name _____

School Name _____

Student Name _____

Security Barcode _____

Transcribed by _____

Phone Number _____

4–5
A





Accessibility



If and when handwriting (HW) response is used as an accessibility feature (grades 4–12)

- 1) Handwriting response booklets need to be ordered during the additional materials order window
 - a. Place your order accordingly to ensure secure storage upon receipt.
- 2) Students in grades 4–12 who handwrite their Writing responses **must be placed into a handwriting response (HW) session.**

Materials

Materials ordering

Online, Kindergarten, and Alternate test materials are **ordered automatically** through the data pulled for the PreID upload

- Data is pulled from the initial October Count snapshot in the Student Interchange
 - Students indicated as NEP or LEP under Language Proficiency
 - Alternate testers are indicated using the “Alternate Assessment Participation” field

The following require active order placement to CDE through Syncplicity

- 1–12 paper
- Accommodated forms
 - Large print
 - Braille



Ordering paper materials through CDE/Syncplicity

For initial materials orders (due 11/01/23), DACs need to request the materials order Excel file from Heather Villalobos in the CDE Assessment Division.

In December (12/14/23), an **additional materials order** Excel file will be sent to all DACs


ALL Paper 1–12 materials, initial and additional, will be ordered by CDE using the data provided by the DAC in the Excel file uploaded to Syncplicity.

Labels

PreID label for ALL Students (reported as NEP/LEP) in the Student Interchange

20XX-20XX WIDA ACCESS for ELLs 2.0

Name: STUDENT, SAMPLE
District: <State>01 SAMPLE DISTRICT
School: 0010 SAMPLE SCHOOL
Grade: 11 Gender: M Birth Date: 10/09/1927
Student ID's- State: XXXXX0000X District: XXXXX0000X




P519999 10150069 4 24/06/20xx
140000

District/School (3 pages), use when no PreID label is available

20XX-20XX WIDA ACCESS for ELLs 2.0

District/School Label

DISTRICT: <State>99 SAMPLE DISTRICT
SCHOOL: 9999 SAMPLE SCHOOL



L596XXX 20003792 5
i0003 20xx 0624153058

Scoreable materials need a label!

Remind staff to keep all Pre-ID or District/School labels until the end of the window.



Kindergarten materials

Kindergarten

- Student Storybook
- Student Response Booklet
- Test Administrator's Script
- Student Activity Board
- Cards
- Card Pouch Booklet

At least two number 2 pencils



Kindergarten Cards per Pouch Booklet	Picture Cards	Word Cards
<input type="checkbox"/> A4- Listening	7	—
<input type="checkbox"/> A5- Listening	6	—
<input type="checkbox"/> C1- Reading	4	—
<input type="checkbox"/> C2- Reading	4	—
<input type="checkbox"/> C3- Reading	—	4
<input type="checkbox"/> C4- Reading	5	4
<input type="checkbox"/> C5- Reading	4	3
<input type="checkbox"/> D2- Listening	7	—
<input type="checkbox"/> D2- Speaking	6	—
<input type="checkbox"/> D3- Listening and Speaking	6	—
<input type="checkbox"/> D4- Listening	5	—
<input type="checkbox"/> D5- Listening	7	—
<input type="checkbox"/> F1- Reading	5	4
<input type="checkbox"/> F3- Reading	5	4
<input type="checkbox"/> F4- Reading	4	3
<input type="checkbox"/> F5- Reading	5	3
Subtotal	80	25
Total # of Cards=	105	





Alternate ACCESS K–12

- Test Administrator's Script
- Test Booklet
- Student Response Booklet
 - (make sure it is the correct grade level)
- At least two number 2 pencils

NEW



Marking student responses on Kindergarten & Alternate ACCESS.

Correct Method

✓ 1. ● (2) (3) (4)

✓ 2. (1) ● (3) (4)

✓ 3. (1) (2) ● (4)

✓ 4. (1) ● (3) (4)

✓ 5. (1) (2) ● (4)

Wrong Method

✗ 26. ● (2) ● (4)

✗ 27. (1) (2) (3) (4)

✗ 28. (1) (2) ● (3) (4)

✗ 29. (1) (2) (3) (4)

✗ 30. (1) (2) (3) ● (4)

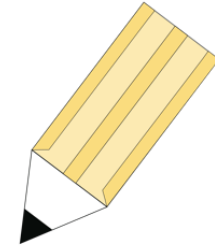
Test Environment



Follows state of Colorado standardized testing expectations

- Prepare a quiet secure testing environment
 - Post do not disturb and no cell phone use signs
 - Limit timers, bells, announcements, etc.
 - **Keep cell phones and other like devices out of the testing area**
- Actively proctor
- Follow seating chart/computer assignment

TESTING



DO NOT DISTURB

www.free-printable-signs.com



Timing



- Untimed does not mean unlimited testing time
- Use time estimates in the *ACCESS for ELLs Test Administrator Manual* & Colorado average testing times
- Use of the Test Monitoring Application (TMA) in WIDA AMS allows Test Monitors to monitor student testing activity throughout the duration of their test using a secure dashboard.
 - Using the TMA is encouraged

Online testing order



- In either order but first
 - Listening and Reading



Listening and Reading determine Writing and Speaking tier

- In either order after Listening and Reading
 - Writing and Speaking



Student transfers are through WIDA AMS

Student Transfer Form

DRC Customer Service will transfer the student record within 48 business hours of submission of the transfer form.

[Instructions](#)

* Indicates required fields

Administration
TX ACCESS for ELLs - 201*

Student Moved FROM (Sending Site):		Student Moved TO (Receiving Site):	
District (Select) *	School *	District (Select) *	School *
Completed Domains *	Testing Mode (Select) *	Remaining Domains *	Testing Mode (Select) *
<input type="checkbox"/> Listening	Paper Test Book Tier (if applicable)	<input type="checkbox"/> Listening	
<input type="checkbox"/> Reading		<input type="checkbox"/> Reading	
<input type="checkbox"/> Speaking		<input type="checkbox"/> Speaking	
<input type="checkbox"/> Writing		<input type="checkbox"/> Writing	

Last Name * First Name * Date of Birth *

State Student ID * Grade *

Sender's Phone number *

See [WIDA AMS User Guide](#) pp. 70–71



- Reminders
 - **Double-check test tickets are for the correct students**
 - Make sure testing devices are charged
 - Headphones and microphones are reliable
 - Have back up devices (computer/Chromebook/tablets, and headphones/microphone) available
- Have a plan in place in case of internet outages
 - How long do you wait
 - How many test attempts are appropriate
 - When to stop and try again the next day
- Follow DRC guidelines, do not overtax the system

Preparing Students

Preparing for ACCESS Testing

[Assess](#) < [ACCESS for ELLs](#) < [Preparing for ACCESS Testing](#)

If you are delivering WIDA Alternate ACCESS, please see the [Preparing for WIDA Alternate ACCESS](#) page.

Resources designed to help you and your students prepare for ACCESS testing

WIDA provides many training resources to help educators prepare for ACCESS for ELLs.

It is important for your students to understand, in age-appropriate ways, why the test is important. They also benefit from participating in conversations about their own language and their own ideas about how they can perform their best on the test.

Some key information to share with colleagues, students and families:

- The test provides information about students' English language abilities in school to help educators use this information to make decisions about students' education.
- ACCESS measures what students know and can do in English in the domains of Listening, Reading, Speaking and Writing.
- Students do not need to study for the test, but rather, focus on demonstrating their English language skills.

- [Preparing for ACCESS Testing](#)
- [Preparing for WIDA Alternate ACCESS](#)

Preparing to Administer WIDA Alternate ACCESS

[Assess](#) < [WIDA Alternate ACCESS](#) < [Preparing to Administer WIDA Alternate ACCESS](#)

WIDA Alternate ACCESS Is Coming in 2023-24!

[Learn about the updates](#)

Resources designed to help you prepare for Alternate ACCESS

WIDA provides training resources to help educators prepare for and administer WIDA Alternate ACCESS. However, not every resource is necessary or applicable to every educator. To understand the preparation process and what you'll need to get started, view the QuickStart Guide below.

Each language domain (**Listening, Reading, Speaking, Writing**) is given separately and may take a different amount of time to deliver depending on the students' grade level, abilities and modes of communication.





Professional Development Resources

- WIDA has **free** eLearning courses available to all educators in the Colorado public K–12 school system.
 - Virtual [Self-Paced Workshops](#) are available September 1, 2023, to August 31, 2024
 - To participate educators must have a **WIDA Secure Portal account**.
 - The Workshops are aligned to the [English Learner Quality Standards](#). To view a list of the Workshops and which standards they align to, review the [WIDA Self-Paced Workshop FAQs](#).
- CDE’s Office of Culturally and Linguistically Diverse Education
 - [Professional Learning Opportunities](#)

Before administering WIDA ACCESS Summary



- DACs complete and submit the Security Agreement to CDE
 - All others involved in ACCESS testing complete and submit the security agreement to the appropriate district/school assessment contacts
- Order necessary materials (1–12 paper materials as needed by IEP/504)
- District/school provided annual training(s)
- DACs complete and submit
 - Verification of District Trainings (DocuSign by 01/10/24)
 - List of TAs who administer paper grades 1–12
- Test administrators need to pass the quiz/quizzes (by 01/08/24) that align to the assessment they will administer.

Get Involved

Participate in an ACCESS Assessment Development Events



- WIDA and our test development partners work hard to create an assessment that:
 - Reflects the diversity of multilingual learners
 - Positively portrays students with a range of backgrounds
 - Carefully avoids topics or situations that may evoke a negative reaction
- WIDA invites educators to participate in review of test content in development.
- If you would like to contribute to WIDA test development work, please visit the [Building a WIDA Assessment](#) page to learn more and apply.

Participate in Colorado Assessment Development Events



- **Educator participation** is critical to Colorado's state assessment development and validation process. Colorado educators may serve on committees related to CMAS, CoAlt, and CSLA.
 - [State Assessment Development Flyer](#)
 - [Register for assessment development committee selection.](#)

Contacts

Colorado Department of Education

- State Standardized Summative Assessments
 - ACCESS for ELLs and CMAS ML accommodations
Heather Villalobos Pavia
villalobospavia_h@cde.state.co.us
 - PA^{next} and CMAS logistics
Sara Loerzel
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 - CoAlt (DLM) and CMAS and ACCESS IEP/504 Plan accommodations
Arti Sachdeva
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 - PSAT and SAT (College Board Assessments)
Melissa Carpenter
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 - Assessment Data Contact
Tara Rhodes
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- Multilingual Learner Coding, Program and Instruction, Growth
 - ML Coding and October Count
Brooke Wenzel
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 - ML Identification/Redesignation
Doris Brock-Nguyen
brock-nguyen_d@cde.state.co.us
 - ML Programing and Instruction Support
Lindsay Swanton
Swanton_l@cde.state.co.us
 - MLs with Educational Disabilities
Hunter Smith
Smith_h@cde.state.co.us
 - ACCESS Growth
[Accountability and Continuous Improvement Unit Supports](#)



Assessment Vendor



Contact the [WIDA Client Services Center](#) for questions regarding:

- ACCESS for ELLs quizzes and certification
- WIDA account usernames and passwords
- WIDA eLearning
- WIDA Screener Online and Paper quizzes and materials

help@wida.us

1-866-276-7735



WIDA ASSESSMENT MANAGEMENT SYSTEM

Contact [Data Recognition Corp \(DRC\)](#) for questions regarding:

- WIDA AMS
 - WIDA AMS logins
 - Test ordering and returning
 - Printing and test tickets
 - Editing student grade information
 - Generic test sessions
 - Tier reports
 - Pre ID labels
 - Entering accommodations
 - Using Chromebooks and iPads
- DRC Central Office Services (COS) Device

WIDA@datarecognitioncorp.com

1-855-787-9615

CDE Assessment Team

Joyce Zurkowski
Chief Assessment Officer

Will Morton
Director of Assessment Administration

Collin Bonner
NAEP, TIMSS & ICILS, Technology Support

Melissa Carpenter
PSAT 9, PSAT 10, SAT

Tara Rhodes
Data & SBD Specialist

Arti Sachdeva
CoAlt and SPED Accommodations

Heather Villalobos Pavia
ACCESS, CSLA, ML Accommodations

Christina Wirth-Hawkins
Executive Director of Assessment Development

Jasmine Carey
Psychometrics

Sara Loerzel
CMAS Administration & PA^{next}

Molly Mund
Content Development (Math & Science)

Nathan Redford
Content Development (ELA & Social Studies)

Angela Landrum
Colorado Assessment Literacy Program



